

**CTWG COMMANDERS' CALL  
MINUTES  
3 SEPTEMBER 2003**

Attendance:

WING COMMANDER  
VICE COMMANDER  
CHIEF OF STAFF  
ADMINISTRATIVE ASSISTANT  
AF/CAP CTWG LNCO  
103<sup>RD</sup> COMP. SQ - 06004  
SILVER CITY COMP. SQ. - 06014  
STRATFORD EAGLES COMP. SQ - 06022  
169<sup>TH</sup> COMPOSITE SQUADRON - 06027  
399<sup>TH</sup> COMPOSITE SQUADRON - 06042  
C.K. HAMILTON COMP. SQ. - 06058  
NORTHWEST HILLS COMP. SQ. - 06062  
ROYAL CDT. COMP. SQ. - 06071  
CT MINUTEMEN COMP. SQ. - 06073  
DANIELSON COMP. SQ. 06074  
THAMES RIVER COMP. SQ. - 06075  
FINANCE OFFICER  
DIRECTOR OF OPERATIONS

COL PALMER  
MAJ OSBORN  
LTC ROWEN  
MS. LEE  
MSGT LARA, SR, RET  
MAJ OSBORN  
MAJ MIHALAK (REP)  
LTC FELIU (REP)  
MAJ MAGURANY  
CAPT BOUDREAU  
CAPT BROPHY  
MAJ HULL (NP)  
CAPT LILLIBRIDGE  
CAPT DALEY (NP)  
MAJ PROVOST  
CAPT CATES  
CAPT FOROSTOSKI  
LTC LEE

(REP) Representative; (NP) Not Present; (EX) Excused

Meeting was called to order at 1938 hrs. by Lt Col Rowen.

Pledge of Allegiance was recited and then a moment to remember fighting men across the ocean.

**CAPT FOROSTOSKI:**

- End of fiscal year reports by Squadron Finance Officers due by 11/05/03 or sooner if possible.
- Send in back up material and notes.
- Accounting according to regulations.
- Cash in accounts: bank balance as of 10/1/2002 should match bank balances as of 9/30/2002.
- Income: If you have a question, please ask.
- Expenses can be broken out into Emergency Services, Aerospace Education, Cadet Activity, Management, General & Fund Raising.
- Grants and allocations can only be AE or cadet programs.
- Vehicle insurance is expenditures to other CAP entities.
- Bank Balance: savings and checking as of Sept. 30, 2003.
- Any questions, please contact me.

**LTC LEE:**

- Week before our EVAL is the Bi-Annual Bradley Air Corp Emergency Exercise Drill. They are looking for participants to play passengers, victims, etc. Contact Jack Shapiro at 860-653-3578.
- Air Force Evaluation week of the 15<sup>th</sup> of September. Major part of the Evaluation is Sat. the 20<sup>th</sup>. Need administration people to help with sign-in. Also need logistics section chief – person who will be head of all logistics, provides communication, need a 101T. They will also get credit for the mission. Everyone needs a 101.
- Will be tasked during the week.
- If bringing CAP vehicles to participate, make sure the vehicle is inspected as the Air Force will be inspecting all vehicles.

**LTC ROWEN:**

- Staff dismissed.
- Lt Pienkosz asked me to remind you of the CLC (Corporate Learning Course) be held on November 15, 16. Money covers the cost of food. Please get in your form 17's ASAP.
- LTC Brignola has all the insurance cards for the vans. Please see him to get yours.

**COL PALMER:**

- CAP has taken the forefront on digital imaging, such as thermal imaging and night goggles.
- At Nationals, Col Payne was presented with the Award for Excellence in Disaster Relief for 2003 for the CT Wing.
- Sad news at the banquet, the General opened the meeting and left as his mother-in-law had passed away.
- Will have a schedule of visitations and get out to you soon. This is not an inspection, but a chance to see you and your members.
- Will be reachable most of the hours.
- Look forward to working with you.

**DSD MR LARA, SR:**

- Congratulations to Col Palmer as Wing Commander.
- Thank you for the Fiesta and gifts. Very much appreciated.
- Please get your fiscal information into Wing so that it can get to National.
- Support EVAL
- Congratulations on receiving the award for Excellence in Disaster Relief.
- You deserve a safety award also.
- Practice in training next year. DOR is going to look at participation in training, such as the numbers attending and this will affect the monies that will be allocated to you.
- Should blow your own horn on the squadron level. You need the outside influence to come in to CAP to help you out.
- Squad commanders please express yourselves, there is a lot of knowledge at Wing, take advantage of it.
- If you have any 101 or 101A's still pending, please send them in.

**MAJ OSBORN:**

- Congratulations to Capt Mark Boudreau, new squadron commander of CT 042, now has 12,000 sq. ft. of hangar space. If you need help, don't hesitate to ask.
- New website: cap.gov – being updated, right now some problems but should be fixed up in a week or so.
- Three new regulations:
  - 60-6 counter drug effective Sept 1
  - 77-1 new vehicle reg. There is a ratio of cadets for vehicle. One van for 20 cadets. Fill out appropriate paperwork to justify vehicles or for new vehicles for squadrons. Thames will probably get a new vehicle, as they don't have one. For replacement vehicles, you must get photographs and justify need. The Bronco is gone. Paperwork must be in by 15<sup>th</sup> of March 2004.
  - 900-5 insurance benefits regulation.
- ECI Course – have 1 year from enrollment to complete the course. If you do not, then you must wait for 6 months to reenroll.
- EVAL set for 19-21 Sept. 0900 – 1800. 1 ground team committed. If able to participate please let Maj Osborn know. 101T for ground team.
- Need Flight Line Supervisors. Dave Hull is one of them.
- Gerry Sledge is a Ground team leader.
- Class A or appropriate attire for the Sept. 6<sup>th</sup> Commander's Reception.
- Tires: make sure the tires are good. Look at the tires on your vehicle. Tires are usually not worn out, but have dry rot. Need one estimate for replacement of tires.
- Corrected safety supplements will be sent out at end of the month.
- CAC working on the Cadet Ball. It will be \$35 a head.
- We will get approximately \$6,500 for O-Flights next year. O-Flights are suspended for the rest of this fiscal year.
- Web Page – the Bookstore is on line now.
- New emissions testing sites for CT.
- CAP driver's license will eventually say 15 passenger van or less.

**06004:**

- 103<sup>rd</sup> has new facilities at Bradley, in renovation mode with painting, new carpeting.
- Planning our annual Rainbow reservoir ES training for the weekend after the Cadet Ball. Have limited resources but there will be basic training on ground teams, compass course, 101 tasks.

**06014:**

- Commander will attend the Commander's reception on the 6<sup>th</sup>.
- Aerospace team will be attending the NER conference on the 12, 13 and 14 representing Connecticut.
- 20<sup>th</sup> doing setup for the Durham Fair which is the 26<sup>th</sup> and 27<sup>th</sup>. Won't be able to attend the EVAL.

**06022:**

- Major fund raiser is the Oyster fest weekend of 6<sup>th</sup> and 7<sup>th</sup>. Gives us half of our operating budget.
- Rick Matousek will be ground team leader for the EVAL.
- Will also have an aircrew.
- Security discussed for the EVAL.

**06027:**

- Doing security at the Special Olympics in Vernon on the 12<sup>th</sup> and 13<sup>th</sup> of September.
- Simsbury Fly-in on the 21<sup>st</sup>
- Would like to participate in the EVAL, but that depends on work schedule. Have 2 cadets who really want to attend and need the training.

**06042:**

- Organizing office and floor space. Computers donated by one of the cadet parents. Should have phone line by next Monday.
- Expect to be operational in 2 weeks.
- Will be able to operate 12 months a year now.
- Can have 3 times the number of cadets.

**06058:**

- Dr. Flush will be coming to our squadron on Sept. 9<sup>th</sup>. Dr. Flush is the designer of the zero gravity toilet.

**06062:**

- No representation this evening.

**06071:**

- On the 13<sup>th</sup> & 14<sup>th</sup> participating with Danielson Squadron campout.
- EVAL of the 20<sup>th</sup> held at squadron headquarters. Facilities are donated by the State of Connecticut and have no problem with opening doors of the space, but am having problems with people coming to believe that they own that space. We have to be careful that we don't lose that space.
- Will have some people participate in the CLC.
- Need a 15 passenger van for the EVAL. If Maj Osborn can get the 103<sup>rd</sup> van registered, it can be used.

**06073:**

- No representation this evening.

**06074:**

- Fund raiser went well.
- ES training and campout on the 12<sup>th</sup> and 13<sup>th</sup>.
- Won't be able to participate in the EVAL.

**06075:**

- Day of EVAL, Groton Airport is having its annual air show. All cadets will be running security at the air show and won't be able to participate in the EVAL.

**MAJ OSBORN:**

- The web site for the fill in forms can be reached at [www.mswg.cap.gov](http://www.mswg.cap.gov). Will get Dan Wrobel to make a link from our web site.

Meeting was adjourned at 2035.

Respectfully Submitted,

Monica F. Lee  
Administrative Assistant

Cc: CTWG Staff & Squadrons